

WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR
POST OFFICE BOX 7984
MADISON, WI 53707-7984
(608) 261-2028
ELECTIONS@WI.GOV
ELECTIONS.WI.GOV

ADMINISTRATOR MICHAEL HAAS



COMMISSIONERS

BEVERLY R. GILL
JULIE M. GLANCEY
ANN S. JACOBS
JODI JENSEN
VACANCY

MARK L. THOMSEN, CHAIR

September 7, 2017

VIA MAIL AND EMAIL

Ms. Martha Laning, Chair
Democratic Party of Wisconsin
15 N. Pinckney Street, Suite 200
Madison, Wisconsin 53703

Dear Chairperson Laning:

This is a friendly reminder that Thursday, November 30, 2017, is the statutory deadline for county or local political parties to submit nominations of qualified persons who are willing to serve as Election Inspectors (poll workers) in Wisconsin municipalities for the coming two years.

Please inform your county party chairs and applicable local party committeemen and committeewomen of their opportunity and responsibility to assist in the appointment process. The county or local party officeholder(s) charged with submitting the lists depends on the municipality and is set out in Wis. Stat. § 7.30(4). Please see the chart included with this letter. The applicable party officeholder(s) is responsible for submitting lists of nominated individuals to the Mayor, Village President or Town Board Chairperson of the municipality for each polling place. To facilitate the process, please provide a copy to the municipal clerk as well. In the City of Milwaukee the lists are submitted to the Milwaukee City Board of Election Commissioners.

The list must be submitted by the deadline. Additional names may be added to the list at any time, provided the initial list was submitted timely. Nominated individuals must be qualified electors of the county in which the municipality where the official serves is located. The list may also designate any individuals as first-choice nominees, and if those individuals qualify, the governing body must appoint each first choice nominee as long as positions are available. Please consult Wis. Stat. § 7.30(4) for exact instructions. If a local party does not submit a list, or does not submit enough names, the Mayor, Village President, Town Board Chairperson or Board of Election Commissioners may nominate qualified individuals on a non-partisan basis, without regard to party affiliation. In this case qualified electors of the municipality must be given priority for appointment. The governing body of the municipality appoints the inspectors for a two-year term before December 31, 2017.

We have posted a reminder to municipal clerks with respect to their duty to use names provided by the political parties when appointing inspectors. For your information, the reminder can be accessed [here](#).

Thank you for your assistance in ensuring that Wisconsin's elections remain open, fair and transparent, by providing our municipal clerks with your lists of qualified Election Inspectors. Please refer to the Election Official section of the [Election Administration Manual](#) for additional information. If you have questions, please contact the WEC Help Desk at (608) 261-2028, or elections@wi.gov.

Sincerely,

WISCONSIN ELECTIONS COMMISSION

A handwritten signature in black ink that reads "Michael Haas". The signature is written in a cursive, flowing style.

Michael Haas
Interim Administrator